

BROAD AGENCY ANNOUNCEMENT (BAA)

OVERVIEW INFORMATION

AFOSR is seeking research proposals from medical or scientific organizations for research that is aimed at exploiting optical and laser technology to develop applications in medicine, photobiology, surgery, and closely related materials sciences. Proposals of limited scope and up to three years duration, focused on specific technologies with either significant military applicability or a supportive or complimentary approach to other research thrusts of the Medical Free Electron Laser (MFEL) program, are desired. Proposals will be evaluated by peer review according to the criteria provided below. Awards under this BAA are anticipated to take the form of grants.

1. Agency Name

Air Force Office of Scientific Research
875 North Randolph Street, Room 3112, Suite 325
Arlington VA 22203

2. Funding Opportunity Title

Medical Free Electron Laser-Related Biomedical Research

3. Announcement Type

Broad Agency Announcement (BAA)

4. Announcement Number

BAA 2007-4

5. Catalog of Federal Domestic Assistance (CFDA) Numbers

12.800

6. Response Dates

This announcement will remain open until replaced by a successor BAA. Proposals may be submitted at any time. However, those planning to submit proposals should consider that AFOSR commits the bulk of its funds in the fall of each year.

FULL TEXT OF ANNOUNCEMENT

I. Funding Opportunity Descriptions:

AFOSR invites the submission of research proposals from medical or scientific organizations for research that is aimed at exploiting optical and laser technology in medicine and biology, especially for military needs. Proposed efforts should be limited in scope and directed toward the development of new or improved applications of lasers and other light sources in medicine, photobiology, surgery, and related materials sciences. These applications should have either significant military applicability or a supporting or complimentary approach to other research thrusts of the Medical Free Electron Laser (MFEL) program. On-site ownership, maintenance, or operation of a FEL is not required and awards made under this BAA may not be used toward the purchase or construction of an FEL. Research using an existing FEL is permitted, but not required. Proposals should be prepared as indicated below, and describe the work to be carried out over a three-year period. This is a Broad Agency Announcement. No formal Request for Proposals (RFP) or other solicitation regarding this announcement will be made.

II. Award Information:

Subject to the availability of funds and selection of adequate proposals, awards made under this BAA will support experiments to develop new applications of lasers and other light sources to medicine and biological systems. Awards are anticipated to be in the form of grants. Anticipate 3-5 awards with an estimated average dollar amount of \$ 200,000 per year. The Period of Performance will be for one year with two, twelve month option periods, beginning approximately 1 October 2007.

III. Eligibility Information:

1. Eligibility:

This announcement is primarily directed toward university-based institutions, although proposals from other recognized medical or scientific organizations are not precluded. Collaborations with government, especially Defense-related, medical research agencies are desirable and encouraged. Proposals are also encouraged from historically Black Colleges and Universities and Minority Institutions (HBCU/MI), as defined by 10 USC 2323. However, no funds under this announcement are specifically allocated for HBCU/MI participation.

2. Cost Sharing: Cost sharing is not required.

IV. Application and Submission Information

1. Address for Application Package:

This announcement may be accessed from the Internet from the "Other Opportunities" portion of AFOSR's web site (<http://www.afosr.af.mil/>) through the "Need Funding?" link

2. Marking of Proposals - Every effort should be made to protect the confidentiality of the proposal and any evaluations. However, under the Freedom of Information Act (FOIA) requirements, such information (or portions thereof) may potentially be subject to release. The proposer must mark the proposal with a protective legend found in FAR Part 15.609, Limited Use of Data, (modified to permit release to outside evaluators retained by AFOSR) if protection is desired for proprietary or confidential information.

3. Content and Form of Application Submission –

Full Proposals. The proposal may be submitted either electronically or in hard copy form, but not both. All proposers must include the SF 424 (R&R) form as the cover page. Proposals of more than 35 total pages, including cover page and budget, are discouraged.

Full Proposal Format

- Paper Size – 8.5 x 11 inch paper
- Margins – 1 inch
- Spacing – 1.5 line spacing
- Font – Times New Roman, 12 point
- Page Limitation – 35 pages
- 11 Copies for hardcopy submissions – (one original, ten copies)
- Content – as described below

(1) Advanced Preparation For Electronic Submission - Electronic proposals must be submitted through Grants.gov. There are several one-time actions your organization must have completed before it will be able to submit applications through Grants.gov. Well before the submission deadline, you should verify that the persons authorized to submit proposals for your organization have completed those actions. If not, it may take them up to 21 days to complete the actions before they will be able to submit applications.

The process your organization must complete includes obtaining a Dun and Bradstreet Data Universal Numbering System (DUNS) number, registering with the Central Contract Registry (CCR), registering with the credential provider, and registering with Grants.gov. (Designating an E-Business Point of Contact (EBiz POC) and obtaining a special password called MPIN are important steps in the CCR registration process.) Go to http://www.grants.gov/applicants/get_registered.jsp. Use the Grants.gov

Organization Registration Checklist at

<http://www.grants.gov/section3/OrganizationRegCheck.pdf> to guide you through the process. If a proposal is submitted through Grants.gov, PureEdge Viewer will need to be downloaded. This small, free program will allow you to access, complete, and submit applications electronically and securely. For a free version of the software, visit the following web site: www.Grants.gov/DownloadViewer. Should you have questions relating to the registration process, system requirements, how an application form works or the submittal process, call Grants.gov at 1-800-518-4726 or support@Grants.gov.

(2) Submitting the Application

(a) For Electronic Submission – Application forms and instructions are available at Grants.gov. To access these materials, go to <http://www.grants.gov>, select “Apply for Grants”, and then select “Download Application Package”. Enter the CFDA number for AFOSR which is 12.800, Air Force Defense Research Sciences Program (AFOSR). You should also enter the funding opportunity number for this announcement (AFOSR BAA 2007-2). Then follow the prompts to download the application package.

(b) For Hard Copy Submission – For hard copy submission, the original proposal and ten copies must be delivered to the attention of the program manager at the Air Force Office of Scientific Research at the following address:

AFOSR/NE, MFEL Program
Attn: Dr. Howard Schlossberg
875 North Randolph Street, Room 3112, Suite 325
Arlington VA 22203

(c) SF 424 Research and Related (R&R) - The SF 424 (R&R) form must be used as the cover page for all electronic and hard copy proposals. No other sheets of paper may precede the SF 424 (R&R) for a hard copy proposal. A signed copy of the SF 424 (R&R) should be submitted with all hard copy proposals. Complete all the required fields in accordance with the “pop-up” instructions on the form and the following instructions for the specified fields. To activate the instructions, turn on the “Help Mode” in Grants.gov. (The “Help Mode” is turned on by the icon with the pointer and question mark. This is located at the top of the form). The completion of most of the fields is self-explanatory except the following special instructions:

- Field 3: The State Application Identifier may be left blank.
- Field 7: Complete as indicated. Please note under “Other (Specify)” if your organization is a Minority Institution (MI).
- Field 8: Complete fields as indicated.
- Field 9: List AFOSR as the reviewing agency.
- Field 20: Use Field 20 to attach the proposal narrative as described below.

(d) Other forms: The following other forms must be used for all electronic and hard copy proposals. R&R Budget form, R&R Senior/Key Person Profile form, R&R Project/Performance Site Locations form and R&R Other Project Information form. These forms are available on the grants.gov site.

(e) Certification -

All awards require some form of certifications of compliance with national policy requirements. For assistance awards, i.e., grants and cooperative agreements, proposers using the SF 424 (R&R) are providing the certification required by 32 CFR Part 28 regarding lobbying. (The full text of this certification may be found at http://www.afosr.af.mil/Documents/funding_GrantCertForm.htm or a copy will be provided upon request.)

(f) Proposal Narrative – Attach the proposal narrative to the SF 424 (R&R) cover sheet (for an application submitted through Grants.gov, electronically attach the proposal narrative at Field 20). The proposal narrative contains the abstract, technical proposal, budget and supplementary information as follows:

- **Abstract.** Include a concise (not to exceed 300 words) abstract that describes the proposed research.

- **Technical Proposal.**

--Introduction and Background Information

-- Describe in detail the research to be performed keeping in mind the evaluation criteria listed in Section V of this announcement.

-- Briefly address whether the intended research will result in environmental impacts outside the laboratory, and how the proposer will ensure compliance with environmental statutes and regulations.

--References

- **Budget.** The financial portion of the proposal must contain a cost estimate for the proposed effort including a description of cost sharing arrangements, if any. It is anticipated that the awards will have a period of performance of three years beginning 1 October 2007. Individual budgets should be provided for each 12 month period. Should a grant be awarded AFOSR will make payment to educational recipients based upon a predetermined payment schedule. Payments will normally be made quarterly in advance of performance, based upon a spending profile which must be provided as part of the proposal. Payments should be limited to the amounts needed to conduct research during each respective period. Educational and nonprofit organizations shall submit a spending profile with their cost proposal. For further details, proposers may refer to the "Proposer's Guide to AFOSR Research Programs" (http://www.afosr.af.mil/ResearchAreas/funding_submitProp.htm).

4. Other Submission Requirements

Proposals submitted in whole or in part by electronic media (computer disk or tape, facsimile machine, electronic mail, etc.) will not be accepted unless the full proposal is submitted electronically through Grants.gov.

If a contract is planned as the award instrument and the proposal exceeds \$550,000, a Small Business Subcontracting Plan is required in accordance with FAR 52.219-9.

5. Application Receipt Notices.

a. For Electronic Submission - The applicant will receive a confirmation page upon completing the submission to Grants.gov. The applicant will receive an e-mail within a few hours of submission indicating that the proposal has been validated by Grants.gov. (This means that all the required fields have been completed.) The third notice the applicant will receive is an e-mail from the designated agency to which the electronic proposal was submitted, to acknowledge receipt of the proposal and provide the agency's assigned tracking number. The email is sent to the authorized representative for the applicant institution approximately ten days from the proposal due date.

b. For Hard Copy Submission – An applicant that submits a hard copy proposal to AFOSR will receive an e-mail from the agency approximately ten days after the proposal

due date to acknowledge receipt of the proposal and provide the agency's assigned tracking number. The e-mail is sent to the authorized representative for the applicant institution.

6. Submission Dates and Times. This announcement will remain open until replaced by a successor BAA. Proposals may be submitted at any time.

V. Application Review Information

Proposals submitted under this BAA are evaluated through peer review process, and selected for award on a competitive basis according to Public Law 98-369, Competition in Contracting Act of 1984, 10 USC 2361, and 10 USC 2374. Additionally, proposals may be evaluated by outside evaluators retained by AFOSR which may include support contractor personnel. Subject to funding availability, proposals will be evaluated under the following three primary criteria, of equal importance, as follows:

1. The scientific and technical merits of the proposed research.
2. The proposer's, principal investigator's, team leader's, or key personnel's qualifications, capabilities, related experience, facilities, or techniques or a combination of these factors that are integral to achieving USAF objectives.
3. The potential contributions of the proposed research to realizing new medical applications of laser and other light sources in support of the medical mission of the DoD and USAF.

Other evaluation criteria used in the technical reviews, which are of lesser importance than the primary criteria and of equal importance to each other, are:

1. The likelihood of the proposed effort to develop new research capabilities and broaden the research base in support of U.S. national defense.
2. The proposer's and associated personnel's record of past performance.
3. The realism and reasonableness of proposed costs.

No further evaluation criteria will be used in source selection. The technical and cost information will be analyzed simultaneously during the evaluation process.

VI. Award Administration Information

1. Award Notices.

Should your proposal be selected for award, the principal investigator will receive a letter from the Technical Directorate stating this information. This is not an authorization to begin work. Your business office will be contacted by the grant or contracting officer to negotiate the terms of your award.

2. Reporting Requirements.

Grants and cooperative agreements typically require annual and final technical reports, financial reports, and final patent reports. Contracts typically require

annual and final technical and patent reports. Copies of publications and presentations should be submitted.

Additional deliverables may be required based on the research being conducted.

VII. Agency Contacts

Should you have technical questions, contact Dr. Howard Schlossberg at howard.schlossberg@afosr.af.mil or (703) 696-7549. Should you have questions about the BAA or procedures for submission of a proposal, contact Ricky Christie at ricky.christie@afosr.af.mil or (703) 696-5968 or Richard Pihl at kathy.wetherell@afosr.af.mil or (703) 696-9738.

VIII. Additional Information

1. For additional guidance on the form and content of proposals, proposers should refer to the Need Funding? webpage, which is located at <http://www.afosr.af.mil>.
2. The cost of proposal preparation in response to this Announcement is not considered an allowable direct charge to any resulting award. Such cost is an allowable expense to the normal bid and proposal indirect cost specified in FAR 31.205-18, or OMB Circular A-21, Cost Principles for Educational Institutions or OMB Circular A-122, Cost Principles for Nonprofit Organizations.
3. Every effort will be made to protect the confidentiality of the proposal and any evaluations. The proposer must mark the proposal with a protective legend in accordance with FAR part 15.6, Use and Disclosure of Data, if protection is desired for proprietary or confidential information.
4. Only contracting or grants officers are legally authorized to bind the government.
5. Intellectual Property
 - a. Proposers shall identify all aspects of the intellectual property; technical data, hardware, and software that they plan to develop under this award for which the Government will acquire less than unlimited rights and to list specifically what the restrictions are. In the event that proposers do not submit such a list, the Government will assume that it automatically has unlimited rights to all intellectual property, technical data, hardware, and software developed under this award. Furthermore, the Government will assume that it has unlimited rights to all intellectual property, technical data, hardware, and software developed under this award that is not listed.
 - b. Proposers are advised that proposals containing restrictions on intellectual property are by nature less favorable and valuable to the government. If no restrictions are intended, then the proposer should state this fact.
6. AFOSR documents are available on the AFOSR website at <http://www.afosr.af.mil>
7. Responses should reference Broad Agency Announcement AFOSR BAA 2007-4.

8. Prospective awardee shall be registered in the CCR database prior to award, during performance, and through final payment of any award resulting from this announcement. Offerors may obtain information on registration and annual confirmation requirements via the Internet at <http://www.ccr.gov> or by calling 1-888-227-2423, or 269-961-5757.